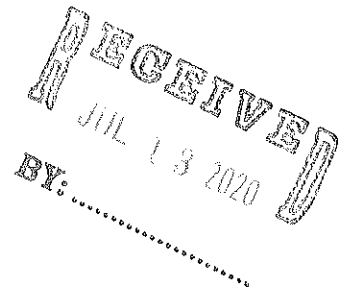


July 2, 2020

**Via Email to WIOATitle@dwd.wisconsin.gov and Regular U.S. Mail**

Wisconsin Department of Workforce Development  
Adult & Dislocated Worker Section  
201 East Washington Avenue  
Madison, WI 53707  
[WIOATitle@dwd.wisconsin.gov](mailto:WIOATitle@dwd.wisconsin.gov)



RE: Notice of Permanent Closing in Response to COVID-19

Dear Sir/Madam:

Based upon unforeseeable business circumstances related to the COVID-19 pandemic, I must inform you that Cintas Corporation plans to permanently close its Menomonee Falls, WI facility located at N51 W139915, Northpark Drive, Menomonee Falls, WI 53051, which will ultimately result in the termination from employment of all employees at the location. This facility is not unionized and affected employees do not have bumping rights.

While no exact date has yet been determined for the permanent plant closure, we expect that it will occur by August 31, 2020. Employees will be separated during the period between now and that date.

I have enclosed a list of the job titles of positions to be affected by the permanent plant closure, as well as the number of affected employees within each position. We have given appropriate notice to all affected employees.

Should you seek any additional information concerning this permanent plant closure, please feel free to contact me at [obriene@cintas.com](mailto:obriene@cintas.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Erica O'Brien", written over a horizontal line.

Erica F. O'Brien  
Senior Counsel – Labor and Employment Practices

Enclosure

**Cintas Corporation Closure - Menomonee Falls**

RECEIVED  
JUL 13 2020  
BY: .....

Job Title	Number Employees in Position
Accounts Receivable Representative	1
Administrative Support	1
Assistant SSR	5
Barcoder	1
Continuous Roll Towel Operator	1
Custodian-Production	1
Customer Service Representative	1
Folder	4
Garment Hanger/Inspector	7
Garment Sorter	7
Human Resources Manager	1
Loader/Unloader	2
Maintenance Supervisor	1
Maintenance Technician I	1
Maintenance Technician II	2
Market Development Representative	1
Mat Roller	2
Mender	1
New Account Coordinator	1
New Account Installer	1
Production Manager	1
Production Supervisor	3
Route Check-in Coordinator	1
Route Skipper	1
Sales Representative - Uniform	1
Sales Representative-Facility Services	1
Service Manager - DOT	2
Service Supervisor	1
SSR - Uniform	3
SSR FS - Base + Commission	1
SSR Uniform - Base + Commission	16
Stockroom Lead	1
Stockroom Supervisor	1
Stockroom Utility	4
Utility III	1
Utility IV	4
Wash Load Capacity Specialist	2
Washroom Operator	5
Wire Hanger Sorter/Recycler	1
Total	92